

## REGULAR MEETING

October 2, 2023

Present: Mayor Burling, Trustees Gardner, Rajk and Schell, Clerk Allen, and Superintendent Evans. Chief Hoffmeister and Trustee Schurr were excused.

Others Present: Fire Chief Deanna Wilcox, David Schreiner, and Valerie Henrici

Mayor Burling presided

Meeting was open with a salute to the flag.

The minutes from previous meeting of September 18, 2023 were approved as submitted by email.

COMMUNITY AFFAIRS – Valerie Henrici shared the Chamber’s plans for Moonlight Magic this year. There will be similar activities as last year with the addition of a Grand Marshal for the parade. She also had questions regarding the potential Food Truck law and will follow up with Trustee Gardner after the meeting.

LAW – Received a letter from District Attorney Donald O’Geen advising of the timeline and procedure for acquiring a new village court prosecutor.

POLICE DEPARTMENT – Nothing to report at this time.

FIRE DEPARTMENT – Nothing to report at this time.

PUBLIC WORKS PROGRESS REPORT -STREETS - Daily property and grounds maintenance of all village owned properties, including, Commerce Way, Wyoming Street vault, Summit Ave pump house, Duschen’s Pond water storage facility, above ground water storage tank, central garage and building #2, collected bagged grass and leaves daily as scheduled, empty trash cans on Main and W. Buffalo Streets as needed, chipped brush September 25<sup>th</sup> – September 29<sup>th</sup> as scheduled, replaced the decorative street light globes on Main Street and W. Buffalo Street, installed new parking/handicapped parking signs in the East Parking Lot, replaced 2 manhole frames and covers on S. Main Street that needed adjustments due to the NYSDOT resurfacing project, restored asphalt on State Street damaged by watermain break, Frank Street and East Court Street asphalt repairs, repaired a catch basin at Linwood & Highland Streets, jetted sanitary sewer main on S. Main Street at Washington Street, Liberty Street and Jefferson Street area, Perry Avenue and siphon sewer on W. Court Street , and milled existing asphalt surface on Linwood Avenue, N. Maple Street, Center Street and Washington Street. Schedule to pave October 11th-12th. Weather sensitive schedule! VILLAGE PARK - Daily property and grounds maintenance, empty trash cans, pick up trash, stock and clean Legion Hall and Picnic Pavilion as needed to prepare for rental, clean and stock restrooms daily, mowing and trimming grass as needed, assist with replacing manhole frames and covers on S. Main Street, and assist with preparations and milling operation on Linwood Avenue, N. Maple Street, Center Street and Washington Street. WATER DISTRIBUTION - Daily distribution checks as required, daily

stakeouts as requested, daily water samples taken in the Town of Warsaw Water District as required, finals read as requested, continue the required Lead Service Line Inventory as time allows, read books C & D for billing, camera sanitary sewer on South Main Street, assist Streets Department with replacing manhole castings and asphalt restoration the following day, repaired a curb box on Murray Street, turn water off at two locations for non-payment, inspected water meter at 27 North Street, 11 Murray Street, Save- A Lot, data logger on 130 W. Court Street, assisted with manhole casting replacements on South Main Street, and assisted milling operation on Linwood Avenue, N. Maple, Center and Washington Streets. WATER TREATMENT PLANT - Daily tests were performed and results recorded, generator ran successfully, under load, we currently draw water from the creek feed, water intake screen is cleaned off as necessary, performed routine housekeeping, building maintenance and mowed the lawn as needed, painting walls and pipe gallery, raw water pump motor starters on order, the No Exit and Hearing Protection signage placed where required as a result of the NYS PESH inspection, replace burned out bulb in an Exit sign, reviewed and updated the SDS sheets in binder and our Lock-Out Tag-Out policy as well, our Vulnerability Self-Assessment has been updated and currently under review, and Emergency Response Plan has been updated to newer New York State format as well. WASTEWATER TREATMENT PLANT - Wash primary and secondary clarifiers, wash rotating arms on bio towers, and mow lawn, clean vacuum switch on pista grit, read electric and gas meters, read and service industrial park lift station, service wastewater pumps in basement, and blowers weekly, set samplers, wash UV channel weekly, wash and grease bar screen, service pista grit grease and oil, and wash aeration tanks WYCO dumped 28,000 gallons, Belt Press- 13,898 gallons, 9/15- Press all day, 9/19- Order manhole markers & decals, 9/20- Decant Digester #1, 9/21- Dave at defensive driving class, STC here moving Rotork valves for primary sludge, T. Bell plumbing here installing space heater in the back-office room, 9/22- T. Bell here finishing up work on the space heater, ordered more chemicals for Dissolved Oxygen testing, 9/26- Sam Holmes here working on the backup generator for the lift station, and 9/27- M&W here wiring up Rotork's for the primary clarifiers and installing an outlet in the influent building.

RESOLUTION #186 of 2023

FIRE DEPARTMENT MEMBERSHIP:

Motion made by Trustee Gardner  
Seconded by Trustee Schell

RESOLVED – That the following membership to the Warsaw Fire Department be hereby approved:

Jaden Pawlowski - Active

CARRIED

RESOLUTION #187 OF 2023

LEGION HALL:

Motion made by Trustee Gardner  
Seconded by Trustee Rajk

RESOLVED – That the following requested use of the legion hall be hereby approved:

CSEA – 12/1-2/23 – Christmas party – private w/alcohol  
Warsaw Rescue Squad – 2/9-10/24 – Meat raffle – public w/alcohol  
Sarah Riggi – 6/7-8/24 – Wedding reception – private w/alcohol

CARRIED

**MEETINGS:**

Village Board – Mon 10/16 – 6:00 pm – Fire Hall

PARK – Wyoming County Youth Bureau request for use of Stearn’s pavilion with fees waived that was tabled for more discussion and dates was revisited. There was much discussion about maintenance and supply costs and it was decided that use of the pavilion could be offered at fifty percent of the normal fee since it is for a youth program.

RESOLUTION #188 OF 2023

LEGION HALL:

Motion made by Trustee Schell  
Seconded by Trustee Rajk

RESOLVED – That the Wyoming County Youth Bureau be allowed use of the Stearn’s Pavilion at a fifty percent rate reduction for the summer of 2024 be hereby approved.

CARRIED

RESOLUTION #189 OF 2023

BUDGET APPROPRIATIONS:

Motion made by Trustee Gardner  
Seconded by Trustee Schell

RESOLVED – That the following requested budget appropriations be hereby approved:

WWTP	NYRWA Training- D Bellaire(G8130.400)	\$30.00
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CARRIED

RESOLUTION #190 of 2023

POLICE DEPARTMENT:

Motion made by Trustee Rajk  
Seconded by Trustee Schell

RESOLVED – That request from Chief of Police to purchase a used 2016 Dodge Charger Police

AWD at a cost of \$8,000.00 be hereby approved.

CARRIED

POLICE DEPARTMENT – The cost of the 2016 Dodge Charger police vehicle will be shared as one of the older police vehicles will transition to the Wastewater Treatment Plant.

RESOLUTION #191 OF 2023

VILLAGE CLERK – TRAVEL OUT OF VILLAGE

Motion made by Mayor Burling  
Seconded by Trustee Schell

RESOLVED – That Clerk Allen travel to Alden, NY on October 13, 2023 for NYSLRS Seminar be hereby approved.

CARRIED

RESOLUTION #192 OF 2023

WASTEWATER TREATMENT PLANT – TRAVEL OUT OF VILLAGE

Motion made by Trustee Schell  
Seconded by Trustee Rajk

RESOLVED – That Don Bellaire travel to Fillmore, NY on October 18, 2023 for wastewater training be hereby approved.

CARRIED

RESOLUTION #185 OF 2023

AUDIT AND PAY BILLS:

Motion made by Trustee Schurr  
Seconded by Trustee Rajk

RESOLVED – That the bills be allowed as read; that checks in the payment thereof be issued, that Mayor Burling be and hereby is authorized to sign General Abstract #9 in the amount of \$183,440.54, Water Abstract #9 in the amount of \$3,210.15, and Sewer Abstract #9 in the amount of \$20,466.15.

CARRIED

Moved and seconded to adjourn at 6:40 p.m.

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Lisa A. Allen, Clerk

